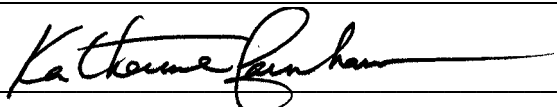


State of Alaska

Department of Labor and Workforce Development

Division: Business Partnerships	Policy No.: 306.00
Subject: Registrant Family Income Definition	Pages: 3
Reference: Workforce Investment Act Sections 101(24), 101(25)(B); 20 CFR, Subpart D, Preamble, 663.230; U.S. Department of Health and Human Services Poverty Guidelines, Federal Register / Vol. 69, No. 30 / February 13, 2004; U.S. Department of Labor Lower Living Standard Income Level Federal Register / Vol. 68, No. 104 / May 30, 2003.	Effective Date: 6/4/04
	Revised:
Approved:  <u>June 16, 2004</u> Katherine Farnham, Director, Division of Business Partnerships Date	

1. **Parties Affected**

- a) Grant recipients of the Division of Business Partnerships (DBP)
 - i) Workforce Investment Act (WIA) Subgrantees
 - (1) Adult Programs
 - (2) Dislocated Worker Programs
 - (3) National Emergency Grant Programs
 - (4) Rapid Response, additional assistance
 - (5) Youth Programs
 - ii) State Training and Employment Program (STEP)
 - iii) Denali Training Grants

2. **Purpose**

This policy defines family income for administrative purposes in DBP programs. Grant recipients and program staff may refer to the following list for income inclusions and exclusions.

3. **Definitions**

- a) *Family Income* means the total annualized cash receipts from all sources (with exclusions listed at 4.b) received by all members during the six-month period prior to application to the DBP program. Family size is the total number of family members who are a part of the individual's family at the time that an individual makes application for the program. Family income includes the total income during the income determination period for all individuals determined to be part of the family.

b) *Family Member* means two or more persons related by blood, marriage, or decree of court*, who are living in a single residence**, and are included in one or more of the following categories:

- i) A husband, wife, and dependent children
- ii) A parent or guardian and dependent children.
- iii) A husband and wife.

* Decree of court means guardianship or adoption.

** A residence is defined as the principal dwelling place or home in which the individual physically resides.

4. **Policy**

a) Family Income ***includes*** the following:

- i) Gross wages or salaries before any deductions: Total monetary compensation for services, including wages, tips, salary, commissions, fees and On-the Job Training
- ii) Net receipts from non-farm self-employment (receipts from a person's own unincorporated business, professional enterprise, or partnership, after deductions for business expense)
- iii) Net receipts from farm self-employment (receipts from a farm which one operates as an owner, renter, or sharecropper, after deductions for farm operating expenses)
- iv) Regular payments from Social Security or railroad retirement, strike benefits from union funds, worker's compensation, and training stipends (e.g., wages from the Alaska Conservation Corps)
- v) Alimony or other regular support from an absent family member or someone not living in the household
- vi) Private pensions, government employee pensions (including military retirement pay)
- vii) Regular insurance or annuity payments (including state disability insurance)
- viii) Dividends (including Native corporation dividends), interest, royalties, or net rental income
- ix) Periodic receipts from estates or trusts
- x) College or university scholarships (not needs-based), grants, fellowships, and assistantships
- xi) Net gambling or lottery winnings
- xii) Severance payments
- xiii) Cash out of vacation time
- xiv) Terminal leave pay
- xv) Social Security Disability Insurance payments

b) Family Income ***does not include*** the following:

- i) Unemployment Insurance
- ii) Child support payments (including foster care child payments)

- iii) Need-based Public Assistance payments (including WIA Needs-Related Payments, Trade Readjustment Allowances, TANF, Supplemental Security Income, Emergency Assistance money payments, and non-federally-funded general assistance or general relief money payments)
- iv) Social Security Old Age and Survivors' Insurance benefit payments
- v) Wages earned under Title V of the Older Americans Act, Senior Community Service Employment Program (SCSEP)
- vi) Financial assistance under Title IV of the Higher Education Act, i.e., Pell Grants
- vii) Supplemental Educational Opportunity Grants and Federal Work Study
- viii) Needs-based scholarship assistance
- ix) Loans
- x) Veterans benefits
- xi) Income earned while the veteran was on active military duty, military family allotments, and certain other veterans' benefits, i.e., compensation for service-connected disability, compensation for service-connected death, vocational rehabilitation, and education assistance
- xii) Capital gains or losses
- xiii) Any assets drawn down as withdrawals from a bank, the sale of property, house or car
- xiv) Tax refunds, Alaska Permanent Fund Dividends, gifts, Alaska Longevity Bonus, loans, lump-sum inheritances, one-time insurance payments, or compensation for injury
- xv) Non-cash benefits such as employer paid or union-paid portion of health insurance or other fringe benefits, food or housing received in lieu of wages
- xvi) The value of food and fuel produced and consumed on farms
- xvii) The imputed value of rent from owner occupied non-farm or farm housing
- xviii) Medicare, Medicaid, food stamps, school meals, and housing assistances
- xix) Allowances, earnings and payments to individuals participating in programs under this policy (except OJT wages)
- xx) Black Lung Payments
- xxi) Stipends while in VISTA, Peace Corps, Foster/Grand Parent Program, Retired Senior Volunteer Program, Americorps
- xxii) Income exclusions under other statutes for purposes of determining eligibility

Family Income Inclusions and Exclusions
Attachment A
(Division of Business Partnerships Policy Number 306.00)

Income Inclusions	
1	Gross wages or salaries before any deductions: Total monetary compensation for services, including wages, tips, salary, commissions, fees and On-the Job Training
2	Net receipts from non-farm self-employment (receipts from a person's own unincorporated business, professional enterprise, or partnership, after deductions for business expense)
3	Net receipts from farm self-employment (receipts from a farm which one operates as an owner, renter, or sharecropper, after deductions for farm operating expenses)
4	Regular payments from Social Security retirement, railroad retirement, strike benefits from union funds, worker's compensation, and training stipends (e.g., wages from the Alaska Conservation Corps)
5	Alimony or other regular support from an absent family member or someone not living in the household
6	Private pensions, government employee pensions (including military retirement pay)
7	Regular insurance or annuity payments (including state disability insurance)
8	Dividends (including Native corporation dividends), interest, royalties, or net rental income
9	Periodic receipts from estates or trusts
10	College or university scholarships (not needs-based), grants, fellowships, and assistantships
11	Net gambling or lottery winnings
12	Severance payments
13	Terminal leave pay
14	Social Security Disability Insurance payments
15	Cash out of vacation time

Income Exclusions	
1	Unemployment Insurance
2	Child support payments (including foster care child payments)
3	Need-based Public Assistance payments (including WIA Needs-Related Payments, Trade Readjustment Allowances, TANF, Supplemental Security Income, Emergency Assistance money payments, and non-federally-funded general assistance or general relief money payments)
4	Social Security Old Age and Survivors' Insurance benefit payments
5	Wages earned under Title V of the Older Americans Act, Senior Community Service Employment Program (SCSEP)
6	Financial assistance under Title IV of the Higher Education Act, i.e., Pell Grants
7	Supplemental Educational Opportunity Grants and Federal Work Study
8	Needs-based scholarship assistance
9	Loans
10	Veterans benefits
11	Income earned while the veteran was on active military duty, military family allotments, and certain other veterans' benefits, i.e., compensation for service-connected disability, compensation for service-connected death, vocational rehabilitation, and education assistance
12	Capital gains or losses
13	Any assets drawn down as withdrawals from a bank, the sale of property, house or car
14	Tax refunds, Alaska Permanent Fund Dividends, gifts, Alaska Longevity Bonus, loans, lump-sum inheritances, one-time insurance payments, or compensation for injury

Family Income Inclusions and Exclusions
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Income Exclusions, Cont.	
15	Non-cash benefits such as employer paid or union-paid portion of health insurance or other fringe benefits, food or housing received in lieu of wage
16	The value of food and fuel produced and consumed on farms
17	The imputed value of rent from owner occupied non-farm or farm housing
18	Medicare, Medicaid, food stamps, school meals, and housing assistances
19	Allowances, earnings and payments to individuals participating in programs under this policy (except OJT wages)
20	Black Lung Payments
21	Stipends while in VISTA, Peace Corps, Foster/Grand Parent Program, Retired Senior Volunteer Program, Americorps
22	Income exclusions under other statutes for purposes of determining eligibility